

VILLAGE OF BARRINGTON HILLS
COMMUNICATIONS COMMITTEE

Final Minutes of April 15, 2013

1. Organizational
 1. Call to order at 6:16pm by Chair Linda Fox
 2. Roll Call
 1. Present: Chair Linda Fox, Barbara Kemp, Vicki Kelly, Mary Beth Holsteen, Laura Ekstrom, Trustee Karen Selman, Trustee Patty Meroni left at 7:37pm, Alice Runvik left at 7:37pm
 2. Late: Mike Zachar arrived at 6:24pm, left at 8:17pm
 3. Absent: Robert Kosin
2. Administration
 1. Approval of Minutes
 1. March 18, 2013 with spelling error in 4.3.1 and 7.1. 5.1.7 amended to read "Barbara Kemp discussed how to implement advanced text messaging within the Village and agreed to write article for next newsletter". Motion made by Barbara Kemp to approve minutes with amendments, seconded by Laura Ekstrom, approved 5-0-1
3. Reports from Village
 1. Police Department, Alice Runvik
 1. Vehicle sticker notices sent out. Vehicles to display new stickers by May 1st. They will double in price starting June 1st.
 2. Discussed ways to optimize information about police department in the newsletter.
 3. Police recommend that any alarm system feeds into the Village's alarm panel. This prevents any delays of service.
 4. Laura asked if the police had the ability to send an alert if there is an increase in crime. Per Alice, a CTY is sent out if there are incidents that need to be publicized.
 2. Trustee Selman
 1. Had good feedback from the community about the last newsletter
 2. Discussed ways to communicate with community: newsletter, website, Mug Club, postcards from Village.
 3. Subjects that can be included: Fire Protection District, Trail system, Barrington Hills Park District, Village Finances
 3. Trustee Meroni
 1. Suggested Disaster Preparedness as a future newsletter topic
 2. Next Mug Club will be scheduled within a couple of months
 3. There is a state law requiring trucks to travel with covered loads. VBH police will ticket for infractions. Trustee Meroni has informed waste pickup companies.
 4. Village Administrator, Robert Kosin, no report
4. Old Business
 1. Review Website conversion to Wordpress
 1. Working with Anna Paul to work on design and content

2. Next meeting of website design within a month.
 3. Mary Beth suggested putting the zoning codes on the website in an easily accessible place. This would be helpful to realtors.
2. Newsletter, plan Spring/Summer edition
 1. Laura suggested that having the Village trustees write articles about what they've been working on.
 2. Need to write profiles on new Village Board members with photographs.
 3. Write article on departing Board members.
 4. Questions we have for incoming board: Do the trustees prefer writing monthly or less often? What format?
 5. Linda discussed using more graphics than articles
3. Review Welcome Wagon mailer
 1. May add a FAQ section about trees, Floor to Area Ratio
 2. Discuss with new board
4. Weather Alerts via Blackboard, no report
5. Plan May Mug Club event, discussion postponed
5. New Business
 1. Such business as may be brought before the Committee Action Information
 1. Trustee Selman will invite new administration to meeting to introduce what we do
6. Public Comments
7. Adjournment
 1. Laura made motion to adjourn at 8:30pm, Barbara seconded. Approved 5-0-1